

**TOWN OF CHARLOTTE
COUNTY OF CHAUTAUQUA
STATE OF NEW YORK**



The Town Board, Town of Charlotte held a regular Board Meeting on Wednesday, July 13th, 2022 at 7:00 p.m. in the Town Highway Building, Allen Chase, Supervisor presiding. Board members present were: Harold North, Mark Abbey, and Mark Jaquith. Darren Carlstrom was absent. Other's present were: Mark LeBaron; Highway Superintendent, Jeffrey Crossley; Town Justice, Joe McKenna; Sinclairville VFD Chief, Jenn and John Conway, Chad Boyland, Gabe Chase and Susan L. Peacock; Town Clerk. No one was present on the teleconference call.

The meeting was called to order.

Prayer was offered by Mark Abbey followed by the Pledge of Allegiance.

Each board member had been given a copy of the minutes of the June 8th, 2022, board meeting. A motion was made by Harold North seconded by Mark Jaquith and with none opposed it carried to accept the minutes as presented.

A motion was made by Mark Abbey, seconded by Harold North and with none opposed it carried to draw warrants on the proper funds in payment of Highway Claims No. 101 to No.116 in the amount of \$107,739.41 which have been duly audited and to draw warrants on the proper funds in payment of General Fund Claims No. 136 to No. 159 in the amount of \$15,736.46 which have been duly audited.

A motion was made by Mark Jaquith, seconded by Harold North and with none opposed it carried to accept the June 2022 Financial Report prepared for the Town of Charlotte by Bahgat Laurito & Bahgat.

A motion was made by Harold North, seconded by Darren Carlstrom ****CORRECTED at the 8/10/22 meeting: A motion was made by Mark Abbey, seconded by Harold North** and with none opposed it carried to allow the Town Supervisor to pay GHD invoice #337-0003256 dated 6/1/2022 in the amount of \$2,015.00. This will be paid out of ARPA funds and half the amount will be reimbursed by the Town of Cherry Creek.

Discussion was heard on the following:

1. HIGHWAY REPORT:

1. Helping Gerry skid pave
2. Oil & stoned lower Johnson, Gilbert, Hadley, lower Hall, Mill Creek & upper Cassadaga Roads
3. Grading dirt roads
4. Helped Cherry Creek and Ellington with oil and stone
5. Helped Cherry Creek with pug pave
6. Sweeping Roads & mowing roadsides
7. Working on milling job in Laona and Fluvanna Townline Road

2. **CLERK REPORT:** June scheduled hours were 37.5 with 44.5 hours actually worked leaving the total amount of 7 hours over the scheduled hours. The Shred Center has picked up boxes for shredding. The following report was presented:

07/01/2022

Town Clerk Monthly Report
June 01, 2022 - June 30, 2022

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Account#	Account Description	Fee Description	Qty	Local Share
	Building fees	New Residential	2	200.00
		Sub-Total:		\$200.00
A1255	Marriage License	Marriage Fee	1	17.50
		Sub-Total:		\$17.50
A-1255	Certified Copies	Certified Copies	3	70.00
		Sub-Total:		\$70.00
A2544	Dog Licensing	Female, Spayed	11	65.00
		Female, Unspayed	2	24.00
		Male, Neutered	10	60.00
		Male, Unneutered	1	12.00
	Senior Citizen Discount	Senior Citizen Discount	2	-4.00
		Sub-Total:		\$157.00
		Total Local Shares Remitted:		\$444.50
Amount paid to:	NYS Ag. & Markets for spay/neuter program			34.00
Amount paid to:	State Health Dept.			22.50
Total State, County & Local Revenues:	\$501.00	Total Non-Local Revenues:		\$56.50

The following report was received from Chris Roll, Sinclairville Volunteer Fire Department:

1/1/22 thru 6/30/22		Cassadaga	Charlotte	Ellery	Ellington	Gerry	Sinclairville	Stockton	Villanova
32	EMS ALS		10			14	8		
41	EMS BLS Priority		11	6		13	11		
32	EMS BLS Standard	1	3	5		12	9	2	
17	MVA PI ALS		5	1		10		1	
3	MVA PI BLS Priority		1	1		1			
10	MISC RESPONSE		1	2		3	3	1	
17	STRUCTURE FIRE	1	4	3	1	2	5		1
152		2	35	18	1	55	36	4	1

152 TOTAL CALLS

4. **JUSTICE REPORT:** The month of June brought 49 new charges and 25 closed charges. Total opened charges for the year is 241 and closed charges for the year is 251. Facemasks are still being required to unvaccinated people in the Court Room per New York State mandates. Proof of vaccination is required to not use a facemask. Justice Jeffrey Crossley visited the Chautauqua County jail per NYS Mandates for Judges to visit the jail once during the term. The following report was presented:

DISPENSING JUSTICE FOR ALL

				2022			
		NEW CHARGES				CLOSED CHARGES	
JAN			20				40
FEB			46				29
MAR			34				50
APR			57				74
MAY			35				33
JUNE			49				25
JUL							
AUG							
SEPT							
OCT							
NOV							
DEC							
TOTAL OPENED CHARGES					TOTAL CLOSED		
						CHARGES	
			241				251
TOTAL CHARGES TO DATE FOR 2022							492
PETTY CASH FUND IS			\$250.00				
TRAINING COMPLETED							
	Judge has completed 8 of the 12 mandatory training courses.						
	Judge has completed 1 new security course for 2022						
	Court Clerk has completed 1 new security course for 2022						
	Court Clerk has completed 3 of 6 mandatory training courses						

5. **ASSESSOR'S REPORT:** Via email as follows:

Assessors Report

June 2022

The Board of Assessment Review held grievance hearings Wednesday May 25, 2022 from 4pm to 8pm at the Town hall. A quiet night with 2 appointments.

Many thanks to Amanda, Ron, and Sue for their willingness to serve. Also, many thanks to Laurie Sorg for being here in person while I was hospitalized. One advantage with today's technology was the ability to communicate with Laurie as needed right from the hospital.

The final roll will be filed with the County and State July 1, 2022. The appropriate legal notice will be published in the Post Journal.

Thank you.

Assessors Report

July 2022

The final roll was filed with the County and State July 1, 2022. The appropriate legal notice was published in the Post Journal.

All Assessor reports required by the State have been filed.

I've updated the computer to create a 2023 file to begin working on next year's assessment roll.

Thank you.

6. **DOG CONTROL OFFICER REPORT:** Via email as follows:

Picked up female husky on East Rd. full of quills. Transported to Orchard Park Emergency Vet to have them removed. Owner contacted me the next day and will pick up the dog after reimbursing the Town for the Vet bill and paying all charges associated with the pickup and care of the dog

7 **CODE ENFORCEMENT OFFICER REPORT:** Via email as follows:

Supervisor
Allen Chase

Town Clerk / Registrar
Susan Peacock

Highway Superintendent
Mark Lebaron

Attorney
Dana Lundberg

TOWN OF CHARLOTTE

8 Lester Street, P.O. Box 482
Sinclairville, New York 14782
Phone (716) 962-6047 Fax (716) 962-3843

CODE ENFORCEMENT OFFICE

Alan Gustafson, Code Enforcement Officer
Cellular/Text: (716) 450-3032
E-Mail: townofcharlotteceo@outlook.com

Councilmen
Mark Abbey
Darren Carlstrom
Mark Jaquith
Harry North

Assessor
Kevin Okerlund

Justice
Jeffery Crossley

**CODE ENFORCEMENT OFFICER
MONTHLY REPORT
MAY-JULY 2022**

To Members of the Town Board, below is a summary of activity for May - July, 2022:

Building Permits Issued:

- 22-009, 7101 North Hill Road, Oliver Berman, Shed
- 22-010, 7101 North Hill Road, Oliver Berman, Shed
- 22-013, 2289 East Road, Ed Murray, House & Shed
- 22-014, 7325 Rood Road, Jared Gustafson, House
- 22-015, 3360 Route 60, Lot #9, Shed
- 22-016, 2610 East Road, Jeffrey Hopkins, Pole Barn
- 22-017, 3077 Ames Road, Michael Imm, Pavilion

Building Permit Fees: \$ 330

Permits Pending: 2

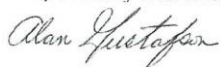
Building Inspections Performed: 15

Certificates of Compliance/Occupancy: 3

Department Highlights:

- I am continuing work on citing properties that have property maintenance issues, i.e. vacant & dilapidated buildings, junk cars and excessive garbage and debris. Detailed summary will be submitted at the August meeting.
- On May 27th, I responded to the aftermath of a house fire located at 7263 Rood Road. The building was a total loss.
- An inquiry has been received regarding the conversion of a seasonal cabin to year-round, single-family dwelling at 1888 Engdahl Road. Concerns regarding condition of the property, sewer, water, seasonal road maintenance will need to be addressed. Since this conversion will require a special use permit, the Zoning Board of Appeals will need to take these issues into account before making an approval/disapproval decision.

Respectfully Submitted,



Alan Gustafson
Code Enforcement Officer

8. Sinclairville Fire Chief Joe McKenna reported that due to changes in New York State laws, bills for charges for transportation of patients will need to come directly from the Fire Department. The Fire department has retained a lawyer and a billing agency and is currently in the process of obtaining an ID number so fees can be collected.

9. Town Resident John Conway reported that Stephanie from the Cassadaga Wind Farm project is coming to his property to witness the volume of the turbine near his home.

10. Town Resident Chad Boyland requested more money be put in the budget for the Chautauqua County Sheriff's to double or tripling the coverage for the Town due to increasing violence and robberies in the Town and Village. Mr. Boyland said he will attend a Village meeting as well to ask if they could contribute to the payment to the Sheriff's office.

A motion to adjourn was made by Mark Jaquith, seconded by Mark Abbey and with none opposed it carried.

The next regular Town Board Meeting is scheduled for Wednesday, August 10th, 2022 at the Town Highway Garage, 7059 Rood Rd., Sinclairville, NY. Anyone interested is welcome to attend either in person or a teleconference call taking place during the Board meeting. Anyone who wishes to listen to the Town Board meeting can access the teleconference call by simply dialing: (978) 990-5164. Use access code: 389923 to join the meeting. Anyone calling in will be able to address the Town Supervisor and the Board once the meeting is opened to the Floor.

Respectfully submitted.

Susan Peacock

Town Clerk/Tax Collector/Registrar